

Chairperson Scott Hickle
Vice-Chairperson Pete Bienski
Parliamentarian Nancy Hardeman



Commissioners
Michael Beckendorf
Leo Gonzalez
Bobby Gutierrez
Kevin Krolczyk
Prentiss Madison
Robert Swearingen

MINUTES

BRYAN PLANNING AND ZONING COMMISSION WORKSHOP MEETING THURSDAY, NOVEMBER 20, 2014 – 5:00 P.M. ROOM 305, BRYAN MUNICIPAL BUILDING 300 SOUTH TEXAS AVENUE, BRYAN, TEXAS

Disclaimer: *The meeting minutes herein are a summarization of meeting procedures, not a verbatim transcription*

1. CALL TO ORDER.

Chairperson Hickle called the meeting to order at 5:07 p.m.

Commission Members Present: Mr. Scott Hickle, Mr. Pete Bienski, Mr. Kevin Krolczyk, Mr. Robert Swearingen, Mr. Leo Gonzalez, Mr. Bobby Gutierrez, and Ms. Nancy Hardeman.

Commission Members Absent: Mr. Michael Beckendorf and Ms. Prentiss Madison.

Staff Members Present: Mr. Martin Zimmermann, Planning Manager; Ms. Lauren Crawford, First Assistant City Attorney; Ms. Maggie Dalton, Staff Planner; Ms. Megan Hancock, Staff Assistant; Randy Haynes, Senior Planner; Ms. Mary Lynne Stratta, City Secretary; and Mr. Paul Kaspar, City Engineer.

2. STAFF ANNOUNCEMENTS (This item includes introductions of new employees, meeting reminders, upcoming events, and staff recognition).

- a. Remaining regular meeting date for 2014: December 4. Barring that any special meeting need should arise.**
- b. City of Bryan Volunteer Reception Breakfast, December 5, Phillips Event Center at Briarcrest, 1929 Country Club Drive, 7am – 8:30am.**

Mr. Martin Zimmermann recognized Mr. Kyle Incardona who was in attendance as the new incoming Commissioner, whose term on the Commission will start in January, 2015.

Mr. Zimmermann mentioned the Building Design Guidelines and Color Palette have been adopted by City Council and that the ordinance changes will take effect on February 2, 2015.

Mr. Zimmermann reported that Planning Staff conducted an activity at Fannin Elementary School for World Planning Day.

3. **PLANNING AND ZONING COMMISSION SUBCOMMITTEE UPDATES (Questions may be directed to staff; no action will be taken).**
 - a. **Subdivision Ordinance Update (Hardeman/Krolczyk).**
 - b. **Comprehensive Plan Update (Bienski/Hardeman/Hickle).**
 - c. **Off-Street Parking for Multi-Family Developments (Beckendorf/Gonzalez/Gutierrez).**
 - d. **Zoning/Land and Site Development Ordinance Updates (Hardeman/Madison).**
 - e. **Rezoning/Conditional Use Permit Process Changes (Hardeman/Krolczyk/Gutierrez).**

Mr. Zimmermann provided subcommittee updates. No action was taken.

4. **REVIEW OF AGENDA ITEMS FOR REGULAR MEETING OF NOVEMBER 20, 2014 (Questions may be directed to staff; no action will be taken).**

Commissioners reviewed agenda items. No action was taken.

5. **PLANNING AND ZONING COMMISSION SUBCOMMITTEE PRESENTATION, DISCUSSION AND POSSIBLE DIRECTION TO STAFF CONCERNING POSSIBLE CHANGES TO BRYAN CODE OF ORDINANCES CHAPTER 130, ZONING, REGARDING NOTIFICATION AND APPEALS PROCESSES FOR CONDITIONAL USE PERMITS AS WELL AS CHANGES AND AMENDMENTS TO ZONING ORDINANCE, DISTRICTS AND ADMINISTRATIVE PROCEDURES.**

Mr. Zimmermann distributed an overview of the P&Z subcommittee discussion regarding these proposed ordinance amendments that had been referred to the Commission by the City Council during its regular meeting on August 12, 2014. Subcommittee members Hardeman, Gutierrez and Krolczyk presented their observations and consensus that the proposals should be rejected. There were no objections to scheduling both proposed ordinance amendments for a formal recommendation to the City Council during the Commission's next regular meeting on December 4, 2014.

Commissioner Gonzalez entered the meeting at 5:37 p.m.

6. **FUTURE AGENDA ITEMS (A Planning and Zoning Commission member may request that a subject for which notice has not been given be placed on an agenda for a future meeting).**

No future agenda items were requested.

7. **ADJOURN.**

Without objection, Chairperson Hickle adjourned the meeting at 5:48 pm.

These minutes were reviewed and approved by the City of Bryan Planning and Zoning Commission on this the **4th** day of **December, 2014**.

A. S. Hickle, Chairperson
Planning and Zoning Commission
City of Bryan, Texas

Martin Zimmermann, AICP
Planning Manager and Secretary to the
Planning and Zoning Commission

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